



November 10, 2016

To: Members of the Columbia Association Audit Committee

From: Susan Krabbe, Vice President and Chief Financial Officer

Cc: Milton W. Matthews, President/CEO
Jackie Tuma, Director of Internal Audit

Re: Audit Partner for 401(k) Audit

CA has voluntarily complied with certain provisions of the Sarbanes-Oxley Act that are required only for for-profit or publically held companies, including rotating the lead audit partner every five years. It is time for that rotation again, for the fiscal year 2017 audit.

I would like to request that we retain Dan Kenney as the lead partner for the 401(k) audit, because he is the only partner in CohnReznick's Baltimore office that handles 401(k) audits. If we were to rotate partners on that audit, the audit would shift to the D.C. office. CA would then have two different audit teams, one for the financial statement audit and one for the 401(k) audit. This would be more challenging for staff and less efficient overall, as the audit team can work on both audits simultaneously as they have time and as the CA-prepared materials are made available to them.

I would be happy to discuss this at the December 5 Audit Committee meeting. It would be helpful to know at that time whether or not the Committee will approve this request, so that we can plan accordingly.